



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

June 27, 2014

Kathy O'Neill  
6323 Mandan Court  
Dubuque, IA 52002

Dear Child Care Provider,

This letter is in regards to the 5/28/14 compliance check of your Level B, Registered Child Development Home. You were determined to be in compliance with all mandated regulatory requirements of a Registered Child Development Home, as outlined in Iowa Code Chapter 237A and Iowa Administrative Code Chapter 110. Thank you for the valuable service provided to working families in Iowa.

If you have any questions, please contact me.

Sincerely,

*Glenda Currie*

Glenda Currie, SW II, Childcare Specialist, [gcurrie@dhs.state.ia.us](mailto:gcurrie@dhs.state.ia.us)  
563/557-8251 or 690-5422 ext. 422      800/650-6361 for long distance only      Fax: 563/557-9177

Sincerely,

*Machelle Pezley*

Machelle Pezley  
Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral.

For Dubuque County: CCRR 2728 Asbury Rd, Atrium Building, Dubuque, IA 52001  
563-557-1628 or 866-296-5331, fax 563-582-5572

Cherie Kennedy: [cherie.kennedy@episervice.org](mailto:cherie.kennedy@episervice.org)      Child Care Consultant, CCRR

Kacey Wiest: [kacey.wiest@episervice.org](mailto:kacey.wiest@episervice.org)      Child Care Consultant, CCRR

Tara Roddick: [tara.roddick@episervice.org](mailto:tara.roddick@episervice.org)      Child Care Consultant/Supervisor, CCRR

Stephanie VanGroll: [Stephanie.vangroll@episervice.org](mailto:Stephanie.vangroll@episervice.org)      Child Care Consultant, CCRR

Michael McMahon, Fire Marshal: 563/589-4195      [mmcmahon@cityofdubuque.org](mailto:mmcmahon@cityofdubuque.org)      Dubuque Fire Department

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to [http://www.dhs.state.ia.us/Consumers/Child\\_Care/Professional\\_Development.html](http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html) and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).